

JED G. WEINTRAUB
Clerk of Court

SYLVIA REYES
Chief Deputy Clerk



OFFICE OF THE CLERK

200 Jefferson Avenue
Suite 413
Memphis, Tennessee 38103
Telephone 901-328-3202

Date: February 28, 2005

Re: Chapter 13 Cases paid via Internet

To: ECF Participants of the United States Bankruptcy Court for the Western District of Tennessee - **ATTENTION - Eastern Division**

Attorneys requesting refunds of payments made via the internet will be required to provide proof supporting these requests, **effective March 1, 2005**. Request made without providing proof will be denied.

Accepting payments via the internet have been of benefit to all parties. However, the court has had many requests for refunds, due to clerical error, which is creating an undue hardship on the courts financial accounting systems. Since the court has been using the internet payment process for one year, there should be few instances when refunds due to clerical error should be required. Requests for payment of fees may be submitted to the Chapter 13 Trustee, by filing a Proof of Claim Form.